



## Annotation Standards

MCDOT has created a standard font library for MicroStation fonts used by the department. The font resource file is **Font\_MC.rsc**. The **Font\_MC.rsc** file is located in:

**P:\CADD\_SUP\MicroStation\Font\_Lib\**

MicroStation fonts **1, Working** and **22, Italics** are the primary fonts used to annotate proposed metric work. Views of each font can be found in Appendix B, following volume III. Please refer to the associated sample set to see specific examples of proper text placement. For a detailed description of each font to be used by MCDOT, please see Appendix A, following volume III.

When placing notes all leaders should be placed with straight lines and at the same angle in a given plan sheet. This angle should be at 30 or 60 degrees, where possible; examples are shown in the sample set. Structure text is always to be placed with no slant. (Vertical text)

## Text Sizes

To quickly set the proper text characteristics, the MCDOT menu bar is used, as shown in **Figure 7.1**. Selecting the correct text type then plot scale from the pulldown menu in the menu bar insures the correct text width, text height, level, color and font are used.

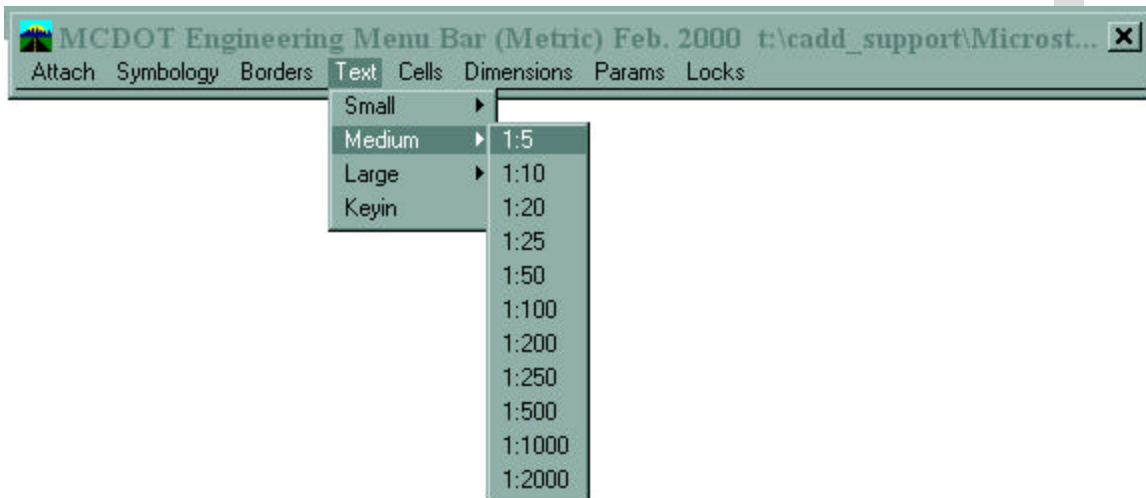


Figure 7.1



**Table 7.1** shows standard sizes of text to be used for Metric plan sheets and **Table 7.2** shows standard sizes of text to be used for English plan sheets. When placing text without the aid of the barmenu the user needs to ensure the text is the proper size and placed on the proper level, with the proper color, style, and weight.

Metric Text Sizes for Standard 24 X 36												
Scale		1:5	1:10	1:20	1:25	1:50	1:100	1:200	1:250	1:500	1:1000	1:2000
Survey	Size	0.01	0.02	0.04	0.05	0.1	0.2	0.4	0.5	1	2	4
	Line Space	0.005	0.01	0.02	0.025	0.05	0.1	0.2	0.25	0.5	1	2
Existing	Size	0.0175	0.035	0.07	0.0875	0.175	0.35	0.7	0.875	1.75	3.5	7
	Line Space	0.00875	0.0175	0.035	0.04375	0.0875	0.175	0.35	0.4375	0.875	1.75	3.5
Proposed	Size	0.02	0.04	0.08	0.1	0.2	0.4	0.8	1	2	4	8
	Line Space	0.01	0.02	0.04	0.05	0.1	0.2	0.4	0.5	1	2	4
Label	Size	0.025	0.05	0.1	0.125	0.25	0.5	1	1.25	2.5	5	10
	Line Space	0.0125	0.025	0.05	0.0625	0.125	0.25	0.5	0.625	1.25	2.5	5
Title		0.035	0.07	0.14	0.175	0.35	0.7	1.4	1.75	3.5	7	14.0

**Table 7.1 Metric Text Sizes for Standard 24 X 36**

English Text Sizes for Standard 24 X 36						
Scale		1"=10'	1"=20'	1"=40'	1"=50'	1"=100'
Survey	Size	0.6	1.2	2.4	3	6
	Line Space	0.3	0.6	1.2	1.5	3
Existing	Size	1.1	2.2	4.4	5.5	11
	Line Space	0.55	1.1	2.2	2.75	5.5
Proposed	Size	1.25	2.5	5	6.25	12.5
	Line Space	0.625	1.25	2.5	3.125	6.25
Label	Size	1.5	3	6	7.5	15
	Line Space	0.75	1.5	3	3.75	7.5
Title		2.2	4.4	8.8	11	22

**Table 7.2 English Text Sizes for Standard 24 X 36**

## Line Spacing

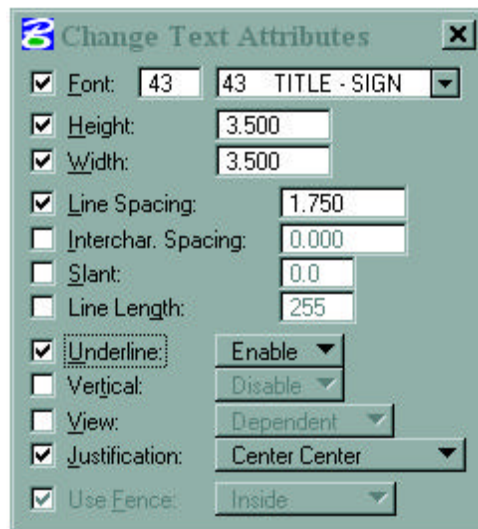
For text to be readable, it is necessary for it to be placed a certain distance away from nearby text. In most cases, text is placed as a multi-line text string. For this text to be readable, a line spacing attribute must also be set.



- As a standard, the line spacing will be one-half of the text height. The line spacing can be set using **Element > Text** dialog box or via the key-in: **ls = xxx** when the **xxx** is 0.5 of the text height.
- Text nodes should be used for multi-line text. Stacking of text strings for multi-line text is not to be used.
- Underlining for Title text is done automatically, by enabling the underline option on the text attributes dialog box.

## Text Justification

The default text justification is Left-Center when placing leader notes and Left-Bottom when placing multiple lines of text. Other justifications are used when necessary. For example, a Center-Center justification should be used for Title block text to center it properly in the title block. All attributes for the text can be set through the dialog as shown in **Figure 7.2**.



**Figure 7.2 Text Attributes Dialog Box (Metric text sizes shown)**

## Special Characters

Various fonts have special characters to represent special features such as baseline, flowline, centerline, property line and the plus minus symbol. These symbols have been substituted for certain keyboard characters. A list of fonts and the special characters associated with each can be found in the Appendix. If the user needs the keyboard characters that these special characters are represented by, font 127 may be used, as it does not contain special characters. However, this font should only be used in these odd cases.